

S E C R E T

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REGULATION  
R SI 1-131

ORGANIZATION  
19 November 1956

OFFICE OF SCIENTIFIC INTELLIGENCE  
STATEMENT OF MISSION AND FUNCTIONS

Chief, Intelligence Production Staff

I. MISSION

The Chief, Intelligence Production Staff, will develop and maintain staff surveillance over long-range plans and current fiscal year scientific and technical intelligence research and production programs; will review, edit, integrate and disseminate Office intelligence production; will arrange for OSI intelligence support of other Offices and agencies, and for necessary coordination of OSI intelligence research and production with that of other Offices and agencies; and will provide a Secretariat for the Scientific Estimates Committee.

II. FUNCTIONS

The Chief, Intelligence Production Staff will perform the following functions in support of the AD/SI through the DAD/P, collaborating and coordinating with the Chief, Collection Staff, and the Executive:

(1) On the basis of National Intelligence Objectives, develop long-range plans and fiscal year intelligence research and production programs and programs of intelligence support to other Offices and agencies.

(2) Develop and recommend procedures to insure implementation of intelligence research and production programs, adequate quality and quantity of production and adequate coordination of OSI intelligence research and production programs with those of other Offices and agencies.

(3) Review the scientific and technical research and production programs of other Offices and agencies and develop recommendations for improving the national scientific and technical intelligence programs.

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(4) Develop and recommend programs for the maximum utilization of external projects and consultants in support of the Office intelligence research and production program.

(5) Develop editorial standards for formal Office intelligence production; assist in coordinating division intelligence research and production and in resolving substantive and editorial problems, and review and edit formal production in conjunction with OSI divisions.

(6) Consolidate intelligence production of formal Office publications; arrange, in conjunction with the divisions, for reproduction, graphics support, dissemination, security controls and release; and maintain production records and files of Office production.

(7) In support of the Office of National Estimates:

(a) Assist ONE in developing terms of reference for scientific and technical contributions to NIE's and develop necessary OSI production schedules.

(b) Integrate, coordinate, and edit OSI contributions to NIE's.

(c) In conjunction with OSI divisions, support OSI substantive positions on its contributions to the NIE before the Scientific Estimates Committee, the Board of National Estimates and the IAC.

(8) Schedule and provide guidance for OSI and SEC contributions to NIS's and coordinate the contributions with CIA components, the IAC member Agencies and other governmental agencies; prepare Sections 17 of NIS Chapters I from OSI and SEC member contributions and edit contributions to Chapters VII and Sections 45 of Chapters IV.

(9) Advise the AD/BI and his deputies regarding current developments in scientific intelligence and critical world situations; coordinate and edit current intelligence items for OSI and OCI publications, and arrange for publication of the Scientific Intelligence Digest and Scientific Intelligence Memoranda.

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(10) Prepare, as appropriate, reports, summaries, and evaluations on the status of the Office Production Program and of individual projects and significant changes therein.

(11) Arrange OSI representation on the Pre-Watch Committee to the National Indications Center.


(12) Provide the SEC Secretariat and integrate departmental contributions for national intelligence purposes as provided in DOD 3/4.

(13) Provide an alternate CIA member of the SEC.

(14) Represent OSI on appropriate intra-agency and inter-agency groups concerned with the indexing, collation and exploitation of intelligence information.

(15) Serve as an Intelligence Board member and as a member of such boards and committees as the AD/SI may direct.

(16) Perform such other functions as the AD/SI may direct.

  
HERBERT SCOVILLE, JR.  
Assistant Director  
Scientific Intelligence

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